

**OFFICE OF THE MAYOR AND CHIEF OPERATING OFFICER
CONFLICT OF INTEREST CODE**

**APPENDIX A
DESIGNATED POSITIONS, DUTIES AND CATEGORIES**

| <u>POSITION</u> | <u>DUTIES</u> | <u>CATEGORY</u> |
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| Chief Operating Officer | Assist the Mayor as required. Supervise the administration of the affairs of the City except as otherwise specifically provided in the Charter; make recommendations to the Mayor and Council concerning the affairs of the City; keep the Mayor advised of the financial condition and future needs of the City; prepare the budget; see that the ordinances of the City and the laws of the State are enforced; perform other duties prescribed by Charter, ordinance or Council resolution. | Files Form 700 (Statutory Require Government Code section 87200) |
| Assistant Chief Operating Officer | Assist the Mayor and Deputy Chief Operating Officer as required. | 1 |
| Deputy Chief Operating Officers | Assist the Mayor, the Chief Operating Officer and Assistant Chief Operating Officer as required. | 1 |
| Assistant Deputy Chief Operating Officers | Assist the Deputy Chief Operating Officers as required in the management and administration of the departments. | 1 |
| Consultant | Performs consultant services for the Office of the Mayor and/or Chief Operating Officer. | 2 |

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APPENDIX B DISCLOSURE CATEGORIES

CATEGORY 1:

- a. All reportable investments and business positions in any firm or business entity that supplies goods or services to the City of San Diego, or is granted authority by the City of San Diego to use City facilities.
- b. All reportable investments, business positions, and income from sources located in or doing business in the City of San Diego.
- c. All reportable interests in real property located in the City of San Diego, including property located within a two-mile radius of any property owned or used by the City.
- d. All reportable interests in real property owned or used by any person or business entity that supplies goods or services to the City of San Diego, that is a tenant of the City of San Diego, or is granted authority by the City of San Diego to use City facilities.
- e. All reportable income, including gifts, from any person or business entity that supplies goods or services to the City of San Diego, that is a tenant of the City of San Diego, or is granted authority by the City of San Diego to use City facilities.

CATEGORY 2:

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation:

The Mayor, Chief Operating Officer, Assistant Chief Operating Officer or Deputy Chief Operating Officers may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Mayor's, Chief Operating Officer's, Assistant Chief Operating Officer's or Deputy Chief Operating Officers' determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.